

A L M A D A

TECHNOLOGY



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# Web Site Maintenance

Proposal



ALMADA

## Web Site Maintenance Services

*10 years experience*

In the current economic environment, companies, organizations and institutions alike are seeking ways to reduce costs, and add value to their marketing and communications strategies. Our professional Website Maintenance service deliverers just that.

Web Maintenance Services by third party can substantially reduce your costs by eliminating the need to hire full time website design professionals or web content programmers, full time designer and also a programmer. These featured Guides and Articles can help you understand and implement most profitable web maintenance solutions.

Once your site is online, it will inevitably need to be updated to keep your content fresh. Sometimes it's a simple change, like changing a date, or adding an event or you may want to add a new section or functionality to your site involving site-wide modification.

Maybe you already have a website designed in-house or by other designer and you need help fixing a few things, or maybe you tried to do the updates yourself and things didn't work out as well. We can help you maintaining such sites.

ALMADA is the professional's choice for one-stop, cost-effective web site maintenance. We take care of the details so you and your staff can get back to doing what you do best—running your business!

**i) Hosting and Uploading/Downloading Services:**

- ✓ Hosting Support
- ✓ Domain Name Support
- ✓ Hosting of Online Contest & Data Management
- ✓ Uploading web including text, images, banner, video replacement etc .

**ii) Tracking & Reporting Services :**

- ✓ Maintenance of Emails involving sending, automated replies, Tracking, reporting and download statistics etc.
- ✓ Search Engine Optimization.
- ✓ Automated Search Engine Submission of bi monthly Report
- ✓ Monthly or weekly website report
- ✓ Web usage and Page hit analysis of individual sections.

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*ALMADA Technology*

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- iii) **Backend, Integration & Database Services :**
  - ✓ Programming (Code Repair, New Codes, Repairing Broken Links)
  - ✓ Account Management (Pop Addresses)
  - ✓ Database Maintenance & Integration
  - ✓ Project Management
  - ✓ Search Engine Optimization
  
- iv) **Security and backup Services :**
  - ✓ Annual Security Audit by Leading Consultant
  - ✓ Redundant Current Local Backup Copy of Website at all times.
  
- v) **Editing Services:**
  - ✓ Video Editing & Image Scanning
  - ✓ Copy Writing, Editing and Re-writing (Arabic & English)
  
- vi) **Monthly e-newsletter (1 page - A4 sheet):**
  - ✓ Designing and mailing out to all registered subscribers (presently 1, 50,000).

## Our Website Maintenance involves

### Keeping your website up-to-date:

Content editing can be accomplished with updated information, such as adding news, articles, updating pictures, update calendar, changing banners, updating special offers, product changes, pricing changes, new product and services announcements, employee information changes for all your content **languages (Arabic, English)** and all those things that keep your visitors properly informed.

### Maintaining & managing your site:

Using newest technologies, we can monitor your site and make changes that improve your site performance for faster download and improved content spread. We insure that new innovative features are implemented from time to time.

### Secure & Protect your site:

Server side programming used for form processing, database management, search and display functions, shopping carts etc require regular updation to implement fixes for security holes discovered from time to time. We can manage ASP, PHP and Perl codes for all sorts of applications.

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### Re-structure your site contents:

Using your site access statistics like how many visitors your site has, and what they look at while visiting, we can help you re-structure your site contents and navigation elements for increased business.

Most maintenance job includes at least the following:

- » Modification and Addition of Website Content
- » Image Manipulation and Addition (client supplied images)
- » Newsletter & email list maintenance
- » Shopping cart product updates
- » Update announcements, articles, etc.
- » Replace images i.e. pictures & graphics
- » Adding/removing pages
- » PDF creation and uploading

Prices	
Time	Cost
1 Month Maintenance	1150 BD
3 Months Maintenance	3300 BD
6 Months Maintenance	6700 BD
12 Months Maintenance	13600 BD

### Acceptance Name and Signature

Methods of payments:

- ✓ Cash or Cheque pointed to "ALMADA Technology"



**Bulk SMS available with a rate of 8 BD for 1000 SMS / Minimum 50,000 SMS**

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